

MINUTES
AUTISM TREATMENT FUND ADVISORY COMMITTEE
JULY 11, 2011

COMMITTEE

PRESENT: Leeann Whiffen, Chair
Harper Randall
Peter Nicholas
Cheryl Smith

STAFF: Rebecca Giles
Holly Williams

GUESTS: N/A

ABSENT: Paul Carbone

NOTE TAKER: Rae Sombrero

Agenda Item	Discussion	Action Needed
Welcome Leeann Whiffen	Review last meeting minutes – no changes - approve	
Review Rebecca Giles	Harper asked how the monies might be distributed if the trust received funding. Rebecca replied, “when” and “if” there are funds available for Autism treatment services, the law and an approved rule will dictate how to use/distribute the funds.	
Review Draft Rule Rebecca Giles	**Document – Draft Rule** Authority & Purpose There are no changes or recommendations for this section of the rule. In the original Draft Rule, there was a 2 nd section called definitions regarding “treatment and evaluation services”; it was recommended that we add a section to the RFP defining “treatment and evaluation services” therefore it was deleted from the Rule. Rules are more difficult to change once approved and if new evidence-based treatments and services become available, our rule may not support them. Therefore, including this section in the RFP is better. Criteria & Procedures... [Addressing Doug Springmeyer’s question: Is there such a State License? Would any person with a valid State License for their profession be disqualified, if so, which profession?] Group discussion and agreement upon changing the wording from “Are licensed in the State of Utah to provide services for autism spectrum” to “ <i>Eligible to receive funds if</i>	

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	<p><i>they are appropriately licensed and credentialed in the State of Utah in their profession".</i></p> <p>Peter questioned the word "and" – should we change it to "or" to widen the spectrum as this will eliminate many of the programs that run off the State. Example, it will eliminate Pingree, and most of the existing school programs.</p> <p>Some group ideas were to: look at the listing in the National Autism Center for legitimate and accepted licenses [but would it stand over time with newly accepted certifications and licenses?], changing the wording to included, "licensed and actively providing and/or conducting evidence-base treatment, maybe look at the credentials and certifications [what if we have 20 RFPs to look through, that means we have to look at each provider's credentials and certifications...]</p> <p>[Addressing Doug Springmeyer's question to 1B: <i>Is this really enforceable and does it make it possible to deny someone?</i>]</p> <p>Harper wants to add "must provide evidence to demonstrate"</p> <p>Reviewed items that were deleted from the first draft: how often funds will be paid, and limit on cost (once per person, once per year, etc.). These will be specified when an RFP is issued.</p>	<p>Rebecca will put together a paragraph to address the issue of the wording of "licensure and credentials" and present to Doug Springmeyer to ask how to approach.</p> <p>Rebecca to send final Draft Rule to Doug Springmeyer for final comment and request process for finalizing the rule.</p>
<p>Committee By-laws and/or policy Rebecca Giles</p>	<p>Need policy in place for conflict of interest. Idea to put in by-laws to indicate a person can serve for a certain amount of years instead of rotating every 2 years.</p>	<p>Cheryl will give additional by-laws to Rebecca</p>
<p>RFP</p>	<p>Cheryl indicated that we should request and require license in State of Utah.</p> <p>Rebecca pointed out the list of qualifications to include resident of Utah, child has the need, and not set a minimum income level.</p> <p>Holding the organization responsible/accountable for providing data or research to the committee. It would best to allow the organization to provide the committee with their findings without making it standard as each organization and their data collection is different.</p> <p>Harper indicated that it is important to keep in mind the future members and provide lessons/notes to help guide the members.</p> <p>Sections of the RFP will include: Cover sheet (required by State Purchasing)</p>	

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	One page summary Organization background and qualifications (weighted 25%) Services to be provided (weighted 45%) Evaluation & outcomes (weighted 30%) Budget – will be scored by State Purchasing Peter mentioned that the organization needs to propose before hand as to how they will use the money.	
Next meeting's agenda	Processing for finalizing the Rule By-laws draft review RFP draft review	
Future Meeting	Tuesday, September 27, 2011: 12:00 – 2:00 pm (Conf. B)	
Adjourn	2:00 pm	